



Buffalo Grove Park District Board of Commissioners
ANNUAL MEETING MINUTES
May 24, 2021
6 pm

Please note: Due to the Governor's mitigation limiting public gatherings, the President of the Board of Commissioners declared it is not practical or prudent to meet in-person and stated the Board Meeting is to be held virtually online.

Commissioners Present: Tracy Bragg, Scott Jacobson and Larry Reiner
Commissioner Absent: Steve Cummins and Adriane Johnson

Staff Present: Executive Director Ryan Risinger, Director of Business Services and Human Resources John Short, Director of Recreation and Facilities Erika Strojinc, Director of Parks and Planning Tim Howe, Superintendent of Communications and Marketing Mike Terson, Recreation Manager Diana Clayson, Recreation Supervisors Amanda Busch and Jessi Hersman, and Executive Assistant Beth Wanland

Attorney David Bloomberg was present

CALL TO ORDER

Roll Call

President Reiner called the meeting to order at 6:11 pm. The roll was called and Commissioners Bragg, Jacobson and Reiner answered present.

APPROVAL OF AGENDA

Vice President Jacobson moved to approve the Board Meeting Agenda, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner
NAYS: 0
ABSENT: Cummins and Johnson

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF MINUTES

Approval of April 12, 2021 Workshop Minutes

Vice President Jacobson moved to approve the April 12, 2021 Workshop Minutes, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner
NAYS: 0
ABSENT: Cummins and Johnson

Approval of April 12, 2021 Executive Session Minutes

Vice President Jacobson moved to approve the April 12, 2021 Executive Session Minutes, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

Approval of April 26, 2021 Public Hearing Minutes

Vice President Jacobson moved to approve the April 26, 2021 Public Hearing Minutes, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

Approval of April 26, 2021 Workshop Minutes

Vice President Jacobson moved to approve the April 26, 2021 Workshop Minutes, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

Approval of April 26, 2021 Regular Board Meeting Minutes

Vice President Jacobson moved to approve the April 26, 2021 Regular Board Meeting Minutes, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

Approval of April 26, 2021 Executive Session Minutes

Vice President Jacobson moved to approve the April 26, 2021 Executive Session Minutes, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

TOPICS FROM THE FLOOR

There were no Topics from the Floor.

CORRESPONDENCE

Executive Director Risinger congratulated Director Short and the finance department on being awarded the GFOA's (Government Finance Officers Association) Certificate of Achievement for Excellence in Financial Reporting for the 23rd year in a row. He mentioned we received a complimentary letter from the parent of a participant in one of NWSRA's programs offered at the Fitness Center. Last, he thanked Executive Assistant Wanland for bringing the *What's Happening?* calendar back to the Board packet.

ATTORNEY'S REPORT

Attorney Bloomberg said he did not have a report for open meeting.

Finance

Approval of May Warrant 2021

Commissioner Bragg moved to approve the May Warrant 2021 in the amount of \$1,010,522.90, seconded by Vice President Jacobson passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

Approval of the April Financial Statement and the April Year to Date Statement

Commissioner Bragg moved to approve the April Financial Statement and the April Year to Date Statement, seconded by Vice President Jacobson and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

Approval of Ordinance 21-5-1 Sale of Personal Property

Commissioner Bragg moved to approve Ordinance 21-5-1 for the sale of two refrigeration units, seconded by Vice President Jacobson and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

Approval of Ordinance 21-5-2 Sale of Personal Property

Commissioner Bragg moved to approve Ordinance 21-5-2 for the sale of the 2019 Ford F150 pickup truck, seconded by Vice President Jacobson and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

Consent Agenda

Vice President Jacobson moved to approve the Consent Agenda as proposed, seconded by Commissioner Bragg and passed with a roll call vote.

- 2020-2021 Quarter D Administrative Work Plan Report
- 2020-2021 Department Goals and Objectives
- Strategic Plan/Agency Goals Update
- Official Canvass of the April 6, 2021 Consolidated General Election Results

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director Risinger reminded the Board that the June 21 Board meeting will be in-person at Alcott next month. He wished Commissioner Cummins a Happy Birthday next week on June 4. He informed the Board he is mentoring Skokie and Morton Grove Park Districts for Distinguished Agency.

Last, he said he will be on vacation starting Wednesday afternoon and will be back in the office on Monday, June 7.

Director Strojinc said since our last Board meeting 82 registrants have signed up for camps. She said this number represents 51% of our 2019 numbers. She said we have 282 Clubhouse registrations to date and this number will continue to grow. She said we hired a junior intern named Trevor Hilt from Illinois State University for the summer. Director Strojinc said Preschool Jr. ended last week and we received much praise for offering this program from parents. She said we have 144 registrants so far for preschool in the fall. This number represents 74% of our 2019 numbers. She said seniors attended Musical Mondays outside today and it was nice to have them back. She said Spray 'N Play is opening next week and Willow Stream will open the following week. Due to Recreation Supervisor, Maddie Plewacki; leaving the Park District and Director Strojinc's new position, there has been some reorganization of the Recreation staff and she said staff is really excited about the changes which are effective today. She continued by saying the Fitness Center has been doing well and membership is up to 980 active members. Membership visits are trending upward and are at the highest level since March of 2020. Mask requirements have changed throughout the District and it is going very well. Director Strojinc said we have come to an agreement with the Village on the Park District's role in BG Days. The Park District will be running the beverage tent at Willow Stream on Friday through Sunday nights during the concerts. The agreement is for one year and we will revisit continuing the partnership at a later date. Vice President Jacobson asked why the concerts are not being moved back to Rylko Park with the recent loosening of COVID restrictions. Discussion was held on the question posed by Vice President Jacobson. Vice President Jacobson then expressed the importance of the Village notifying neighbors of Willow Stream Park about concerts being held in the park. President Reiner expressed that he strongly feels the concerts should not be held at Willow Stream Park, and should be moved back to Rylko Park, but understands that at this point we may not be able to do so. Director Strojinc said Park District staff feels the same way and the Village knows it. Executive Director Risinger said that he will have further conversations with the Village advising the neighbors of Willow Stream Park be notified.

Director Short thanked the Recreation Staff for volunteering to work at the front desk once a week so that we don't have to hire another person at this time.

Director Howe congratulated Parks Specialist Nick Cozzi on passing the Certified Playground Safety Inspector (CPSI) test. Director Howe added that there was a planting event on May 8 at Green Lake Park. Volunteers from Rotary, the Buffalo Grove Garden Club, EAT and Green Lake residents participated. He said that on Arbor Day, April 29, the parks department participated in a joint tree planting event with the Village Public Works department.

OATH OF OFFICE

Commissioners Bragg and Jacobson repeated the following Oath of Office led by Executive Director Risinger:

I, do solemnly swear, that I will support the Constitution of the United States of America, the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Park Commissioner of the Buffalo Grove Park District, according to the best of my ability.

ELECTION OF OFFICERS FOR FISCAL YEAR 2021-2022

President

President Reiner nominated Commissioner Jacobson to be Board President for fiscal year 2021-22, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

Vice President

President Jacobson nominated Commissioner Bragg to be Board Vice President for fiscal year 2021-22, seconded by Commissioner Reiner and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

RECOGNITION OF OUT-GOING BOARD PRESIDENT

President Jacobson commended Commissioner Reiner's service as President of the Buffalo Grove Park Board of Commissioners from May 2020 – April 2021. He said Commissioner Reiner has too many accolades to name and his dedication to parks and recreation is remarkable. He said he considers Dr. Reiner a friend and mentor and on behalf of the Park District he thanked him for his service.

Executive Director Risinger thanked Commissioner Reiner for the support he provided him and staff over the difficult past year, and every year. Commissioner Reiner said that the Board and staff is part of his family and it has been great watching everyone become partners and grow within the Park District. He said he loves what he does and thanked staff for everything they have done for him for years.

ANNUAL APPOINTMENTS FOR FISCAL YEAR 2021-22

Treasurer

President Jacobson appointed Commissioner Cummins as Treasurer for fiscal year 2021-22.

Legal Counsel

President Jacobson appointed the law firm of Chuhak and Tecson with lead counsel of Steven Bloomberg and David Bloomberg for the fiscal year 2021-22.

Executive Director

President Jacobson appointed Ryan Risinger as Executive Director for fiscal year 2021-22.

Commissioner Reiner moved to approve the appointments made by President Jacobson for Treasurer, Legal Counsel and Executive Director of the Park District for fiscal year 2021-22, seconded by Vice President Bragg and approved with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

STAFF APPOINTMENTS FOR FISCAL YEAR 2021-22

President Jacobson made the following staff appointments:

- Park Board Secretary – Ryan Risinger
- NWSRA Board Representative and Alternate –Ryan Risinger and Erika Strojinc as the alternate
- PDRMA Representative and Alternate – Dani Hoefle and Scott Spitz as the alternate
- ADA Compliance Officer –Mike Maloney
- FOIA Officers – Ryan Risinger, John Short and Beth Wanland
- OMA Officers – Ryan Risinger, Erika Strojinc, John Short, Tim Howe and Beth Wanland
- Finance Compliance Officer – John Short
- Assistant Treasurer - John Short
- Friends of the Parks Foundation Board Member – Ryan Risinger

Commissioner Reiner moved to approve President Jacobson’s Staff Appointments for fiscal year 2021-22, seconded by Vice President Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner
 NAYS: 0
 ABSENT: Cummins and Johnson

PRESIDENT’S COMMITTEE CHAIR APPOINTMENTS FOR FISCAL YEAR 2021-22

President Reiner appointed the following committee chairs for Fiscal Year 2021-22:

- Park Development – Commissioners Reiner and Cummins
- Policy and Legislation – Commissioners Johnson and Reiner
- Recreation – Commissioner Johnson
- Public Relations – President Jacobson
- Finance – Commissioner Cummins
- Personnel – President Jacobson and Vice President Bragg
- Ethics Advisor – Commissioner Reiner
- IAPD Key Contact – Commissioner Johnson

Vice President Bragg moved to approve President Jacobson’s Committee Chair Appointments for fiscal year 2021-22, seconded by Commissioner Reiner and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner
 NAYS: 0
 ABSENT: Cummins and Johnson

PARK BOARD LIAISON APPOINTMENTS FOR FISCAL YEAR 2021-22

President Jacobson appointed the following Park Board Liaisons:

- Village Board – President Jacobson
- Village Plan and Zoning Commission – Commissioner Reiner
- Friends of the Parks Foundation – Vice President Bragg
- Environmental Action Team – Commissioners Cummins and Johnson

Vice President Bragg moved to approve President Jacobson's Park Board Liaison Appointments for fiscal year 2021-22, seconded by Commissioner Reiner and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

EXECUTIVE SESSION

There was no Executive Session.

ADJOURNMENT

Commissioner Reiner moved to adjourn the Annual Meeting at 7:01 pm, seconded by Vice President Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson and Reiner

NAYS: 0

ABSENT: Cummins and Johnson

Respectfully submitted,



Secretary